



PUBLIC EMPLOYEES RETIREMENT SYSTEM CAREER EXECUTIVE ASSIGNMENT EXAMINATION ANNOUNCEMENT

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

DEPARTMENT:	PUBLIC EMPLOYEES RETIREMENT SYSTEM	RELEASE DATE:	Friday, December 19, 2014
POSITION TITLE:	Chief Risk Officer, Enterprise Management Division	FINAL FILING DATE:	Until Filled
CEA LEVEL:	CEA B	EXTENDED FINAL FILING DATE:	
SALARY RANGE:	\$ 8,766.00 - \$10,442.00 / Month	BULLETIN ID:	12192014_1

POSITION DESCRIPTION

CalPERS is the largest public pension fund in the United States with a current investment portfolio of over \$293 billion. It serves approximately 1.6 million active members, retirees, survivors and beneficiaries through its retirement and health benefit programs, and pays over \$20 billion in retirement benefits annually. In addition to the well-known retirement program, CalPERS administers a health program that serves over 1.3 million members in the Health Program.

Headquartered in downtown Sacramento, CalPERS is a destination employer. We are family-friendly and situated in close proximity to the Napa Valley, San Francisco, Lake Tahoe, and other desirable destinations. CalPERS offers a competitive compensation benefit package and opportunities for development and career advancement.

If you are interested in becoming part of a diverse workforce where talent, experience, and expertise are valued, CalPERS invites you to apply for this employment opportunity. Join an organization with an international reputation for leadership and innovation.

CalPERS also offers a performance award program with the ability to earn an award up to 15% of base pay.

Under the general direction of the Chief Financial Officer (CFO), the Chief Risk Officer (CRO), Enterprise Risk Management, provides leadership in the formulation, modification, and implementation of new and existing enterprise risk policies, procedures, systems and reporting for the identification and monitoring of risks for the enterprise. As the key facilitator to achieving the business objectives of the organization with all risk matters, the CRO is responsible for improving the organization's awareness and capabilities to more successfully manage, and improve its ability to

monitor and report on priority risks. This position is critical to CalPERS strategic objective to become a risk intelligent organization by better understanding the consequences of its choices and the associated risk factors, building calculated risk-taking into the organization to make well-informed decisions at all organizational levels.

As Chief Risk Officer, this position manages and oversees all aspects of the enterprise risk management function, ranging from risk identification and assessment to measurement, monitoring and reporting risks. An effective enterprise risk management system is comprised of strategies, processes and reporting necessary to identify, measure, monitor, assess, control and report, on a continuous and an ad hoc basis, all material risks, at an individual and aggregated level to which CalPERS is or could be exposed, and their interdependencies. Enterprise risk management is integrated into the organizational structure and in the decision making process of CalPERS.

MINIMUM QUALIFICATIONS

Applicants must meet the following minimum qualifications:

Either I

Must be a current State civil service employee with permanent civil service status, as defined in Government Code Section 18546.

Or II

Must be a current or former employee of the Legislature, who resigned or was released from service within the last 12 months, and with two or more consecutive years of service as defined in Government Code Section 18990.

Or III

Must be a current or former nonelected exempt employee of the Executive Branch of **government** who resigned or was released from service within the last 12 months, and with two or more consecutive years of service (excluding those positions for which the salaries are set by statute) as defined by Government Code Section 18992.

Or IV

Must be a person retired from the United States military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined in Government Code Section 18991.

SPECIAL REQUIREMENTS

Candidates new to CalPERS are required to submit to a Department of Justice criminal history review utilizing Live Scan fingerprinting.

KNOWLEDGE AND ABILITIES

Applicants must demonstrate the ability to perform high administrative and policy – influencing functions effectively. Such overall ability requires possession of most of the following more specific knowledge and abilities:

- (1) Knowledge of the organization and functions of California State Government including the organization and practices of the Legislature and the Executive Branch; principles, practices, and trends of public administration, organization, and management; techniques of organizing and motivating groups; program development and evaluation;

methods of administrative problem solving; principles and practices of policy formulation and development; and personnel management techniques; the department's or agency's Equal Employment Opportunity Program objectives; and a manager's role in the Equal Employment Opportunity Program.

(2) Ability to plan, organize, and direct the work of multidisciplinary professional and administrative staff; analyze administrative policies, organization, procedures and practices; integrate the activities of a diverse program to attain common goals; gain the confidence and support of top level administrators and advise them on a wide range of administrative matters; develop cooperative working relationships with representatives of all levels of government, the public, and the Legislature and Executive branches; analyze complex problems and recommend effective courses of action; and prepare and review reports; and effectively contribute to the department's or agency's Equal Employment Opportunity objectives.

These knowledge and abilities are expected to be obtained from the following kinds of experience with substantial participation in the formulation, operation and/or evaluation of program policies (experience may have been paid or volunteer; in State service, other government settings, or in a private organization):

CEA Level A Responsible for broad administrative and program activities, including the execution and/or evaluation of program policies.

CEA Level B Responsible for extensive managerial and program administration or broad program manager experience with substantial participation in the formulation, operation, and/or evaluation of program policies.

CEA Level C Responsible for extensive highly professional influence and contributes to program, policy, and the methods to provide professional services needed to set policies, to meet the mission of the State department and often exercising technical and or professional skills that are required at this level.

DESIRABLE QUALIFICATION(S)

1. Strong leadership skills and demonstrated ability to think strategically and function effectively as a member of a high functioning executive management team.
2. Strong management skills, including the ability to establish a new program, integrate existing program functions, develop new policies, systems and procedures, and build a cohesive, high performing team.
3. Thorough knowledge of organizational risk assessment, risk management and mitigation strategies, risk management systems, tools and technology, and best practices, particularly in financial organizations.
4. Experience in an administrative or executive capacity with responsibility for implementing or overseeing a comprehensive organizational risk management program.
5. Excellent communication skills and demonstrated experience presenting complex issues before a wide range of audiences, particularly a governing board or similar body.
6. Legal background, particularly in the area of organizational risk tolerance, exposure and liability.

7. Knowledge of the CalPERS organization, strategic goals, functions and policies.

EXAMINATION INFORMATION

A minimum rating of 70% must be attained to obtain list eligibility. Hiring interviews may be conducted with the most qualified candidates. All candidates will receive written notification of their examination results. The result of this examination will be used only to fill the position of **Chief Risk Officer, Enterprise Management Division**, with the **PUBLIC EMPLOYEES RETIREMENT SYSTEM**. Applications will be retained for twelve months.

The Results of this examination will be used only to fill this position and may be used to fill subsequent vacancies for this position for a period of up to twelve months.

The examination process will consist of an evaluation of the candidate's application and Statement of Qualifications (SOQ). The minimum and desirable qualifications listed on this bulletin will be used to screen and evaluate the application and SOQ, therefore, it is critical that each applicant include specific information on how his/her background, knowledge, abilities and personal characteristics meet the minimum qualifications and desirable qualifications. The SOQ may also serve as documentation of the candidate's ability to present information clearly and concisely in writing, since this is a critical factor to successful job performance. The SOQ may be the only basis for the candidate's final score and rank on the eligible list. Candidates will be ranked competitively, and each candidate will be notified in writing of his/her examination results.

FILING INSTRUCTIONS

Address for Hand-Delivery: Human Resources Division 400 P Street, North Bldg., Room 3260
Sacramento, CA 95811 Attn: Christine Silvia

Interested applicants must submit:

- A completed Standard State Application (Form 678).
- A "Statement of Qualifications". The Statement is a narrative discussion of how the candidate's education, training, experience, and skills meet the minimum and desirable qualifications and qualify them for the position. The Statement of Qualifications serves as a documentation of each candidate's ability to present information clearly and concisely in writing and should be typed and no more than two pages in length.
- Resumes do not take the place of the Statement of Qualifications.

Applications must be submitted by the final filing date to:

PUBLIC EMPLOYEES RETIREMENT SYSTEM, Human Resources
400 Q Street, North Building, Room 3260, Sacramento, CA 95811
Christine Silvia | 916 795-9660 | christine.silvia@calpers.ca.gov

SPECIAL TESTING

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Examination Application." You will be contacted to make specific arrangements.

GENERAL INFORMATION

If you meet the requirements stated in this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the

performance of others who take this test, and all candidates who pass will be ranked according to their scores.

The PUBLIC EMPLOYEES RETIREMENT SYSTEM reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others.

Class specs: [CEA and Exempt Appointees](#)